



Children's Ministries

COVENANT PRESBYTERIAN CHURCH
**"To glorify God in worship,
mission, and discipleship"**

Our Vision for the Next Generation

We are growing Kingdom kids at Covenant Presbyterian Church! The Children's Ministries at CPC exist to "Assist parents to nurture in children a love of Jesus, a deep reliance on the gospel of grace, and a life of joyful worship and witness." Recognizing that the

family is the first place of training the next generation, we desire to come alongside the family, as part of the bigger family of God to love, train, and encourage all of our kids that they might call on the Lord for salvation and then become fishers of men.



Children's Ministries Structures

Each area of the Children's Ministries (CM) has a particular purpose with unique goals—the overall goal being to glorify God in worship, mission, and discipleship. To that end, we have developed the structures that are in place to train children in worship (Children's Church—Alianza and Covenant), to disciple them in the Word (Sunday School and After School Program), to help them grow in their relationships within the family of God (Nursery, Kids' Connection, and other special events), to teach them to see

that they are part of Kingdom advancement (Vacation Bible School, After School Program, and mission projects), and to ensure the inclusion of children of all ability levels (Through the Roof—Covenant's ministry to children with disabilities). The CM overlap with other ministries to provide opportunities for children to discover and use the gifts God has given them within the body and out in the community. To find out more information, go to www.cov-pres.org to the "ministries" menu for the "children's" link or contact the church office.

Assisting parents to nurture in children a love of Jesus, a deep reliance on the gospel of grace, and a life of joyful worship and witness.

Ministry to the Kingdom Kids at Covenant



On behalf of the Children's Ministries Team, we would like to extend an invitation to you to be a part of the exciting ministry to the youngest of our church, the children. With several different areas of the Children's Ministries, there are many opportunities to serve the little ones and teach them about the love of our Savior. We hope you will take the time to look over the variety of jobs and then prayerfully consider how God might be calling you to this vital ministry to our children. You will be contributing to nurturing in each child a desire to live a life wholly devoted to Christ. What an opportunity! The Children's Ministries Team

Nursery: serves newborns to 2-year-olds, providing them a safe and loving environment while their parents worship and learn.

Areas to serve in the Nursery include:

- Area Coordinator
- Weekly Team Leader
- Nursery Worker

Children's Church: serves 3-year-olds through kindergarten during the worship services (1st service - Covenant only; 2nd service - Covenant and Alianza combined). Children's Church volunteers provide an avenue in which children are trained in worship as they mirror the family worship service at their own developmental level.

Areas to serve in Children's Church include:

- Weekly Team Leader
- Class Shepherd
- Worship Leader Speaker
- Special Buddy

Alianza Children's Church: serves 1st-5th grade Alianza children as a continuation of the worship experience begun in the Alianza service, providing an opportunity for worship, exposition of the Word, and activities to help them apply the Word to their lives.

Sunday School: serves 2-year-olds through 12th grade during the Sunday School hour (10:00-11:00 a.m.), assisting parents to train up the next generation to put their hope and trust in our glorious God. Sunday School volunteers commit to either a nine-month school year or a three-month summer session. The commitment is weekly during each session.

Areas to serve in Sunday School include:

- Area Coordinator
- Teacher
- Small Group Leader
- Music Leader
- Special Buddy

After School Program: serves Covenant's neighborhood children, primarily from National Coach community, providing them with a safe environment in which to meet academic needs while sharing the gospel of Jesus Christ and discipling them.

Areas to serve in the ASP include:

- Day Coordinator
- Worship Leader
- Bible Club Teacher
- Christmas Drama Coordinator

Kids' Connection: serves 1st through 5th graders during an evening of fun and fellowship once a month, working to build strong connections between the kids both in Covenant and Alianza.

Areas to serve in Kids' Connection include:

- Coordinator
- Worship Leader
- Skit Team Game Leader
- Craft Leader
- Snack Coordinator
- Special Buddy



Through the Roof: serves children with disabilities and their families to help the mission of Covenant be fulfilled in their lives.

Areas to serve in Through the Roof include:

- Special Buddy
- Monthly childcare provider
- Trainer/Educator of volunteers
- Resource contact

****** To find out more information about each ministry and ways to serve, pick up the individual ministry brochure at the welcome table in the lobby or go to www.cov-pres.org.

Volunteer Expectations

In striving to make excellent the Children's Ministries at Covenant and to ensure we are working to see our vision fulfilled, we seek to maintain high standards for our volunteers. Children's Ministries volunteers should:

- Be growing in grace in their relationship with the Lord;
- Strive to exhibit conduct which is honoring to God;
- Have a teachable spirit;
- Agree to the doctrines of Covenant Presbyterian Church;
- Understand and agree to abide by all Children's Ministries' policies and procedures and complete necessary paperwork;
- Understand and agree to fulfill their role as stated in their job description; and
- Attend appropriate training workshops as offered by each area coordinator.



"For this reason also, since the day we heard of it, we have not ceased to pray for you and to ask that you may be filled with the knowledge of His will in all spiritual wisdom and understanding, so that you may walk in a manner worthy of the Lord, to please Him in all respects, bearing fruit in every good work and increasing in the knowledge of God; strengthened with all power, according to His glorious might, for the attaining of all steadfastness and patience; joyously giving thanks to the Father, who has qualified us to share in the inheritance of the saints in light."

Colossians 1:9-12

Procedures for Working with Children's Ministries

In order to provide the safe, loving environment we are striving for, volunteers must use the following procedures when working with children ages newborn through 5th grade.

Two Adults: When ministering to children, there should always be two adults present who have been approved through the screening process. If one adult must leave the room, a parent should be asked to stay until the other adult volunteer returns. No adult should ever be alone with a child behind closed doors. Children ages 12 through 17 who are working with the children must be supervised by two approved adults.

Name Tags: All volunteers should wear name tags.

Windows: Windows of rooms should stay clear (not covered) so that outside views are not blocked.

Off-Site Activities: Activities taking place off-site must be approved in advance by the Director of Children's Ministries or the Youth Pastor.

Bathroom Policy:

- For children younger than 1st grade:
Children using the bathroom in the *nursery wing* must be accompanied by an adult female. The door should be left ajar and the adult should wait outside the door. Adults should only enter if the child asks for assistance. Children using the *main bathrooms* must be accompanied by a same gender adult who stays with the child in the bathroom but not in the stall.
- For children 1st through 5th grade:
Children should use the "buddy system" so that as one child needs to use the bathroom, another child of the same gender accompanies him or her to the *main bathrooms*.

Discipline:

- Volunteers are expected to implement the procedures laid out in "Guiding Children's Behavior" (see back of this sheet) when administering discipline.
- Hands should never be placed on another person's child in discipline (examples: spanking, grabbing arm or chin, etc.).
- Words should be used to communicate love and grace, as well as for correction. However, children should never feel belittled or verbally assaulted by any volunteer.
- If difficulties arise in the area of discipline, the area coordinator should be contacted as soon as possible to discuss appropriate methods of behavior management.

Nursery Safety:

- No one other than scheduled volunteers should enter the rooms.
- ID tags must be issued for each child (one for the caregiver and one that is attached to the child) upon arrival and must be returned to the nursery volunteer by the parent in order to pick up the child.
- A child should not be removed from the nursery room for any reason other than when he or she is picked up by the caregiver or to use the bathroom.

Reporting of any suspicious behavior should be given to the Director of Children's Ministries or a member of the Session who will in turn follow the reporting procedures.

- * Please note that there are additional operating procedures specific to each area of ministry within the Children's Ministries.



**Want
to get
involved?**

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Guiding Children's Behavior

Part of shepherding the children God has placed in our midst is discipline. Inevitably, there will be situations that arise when a child needs to be disciplined. The following are the guidelines that have been adopted to direct children through this process.

- Appropriate interactions and expectations will reduce the incidence of behavior problems. Check the environment: are children being "set up" to misbehave? Sometimes, simple changes such as a change in the room structure can help steer the children towards appropriate behavior. Example: if a child continues to play with the toys on a shelf during the story, turn the shelves around so they face the wall.
- Make sure children know expectations for behavior. They need to be stated clearly and simply. Example: "Right now, we are listening to the story. You need to sit right here and look this way."
- If inappropriate behavior occurs, state expectations and consequences. Example: "Blocks are for building, not throwing. If you throw the blocks again, you will not be allowed to use them."
- Provide logical consequences that are connected to the misbehavior. For example, if a child is running through the room and knocks over a container of crayons, have the child pick up the crayons.
- Follow through with consequences. Children will learn quickly they need to obey when you follow through every time.
- Observe the child's behavior. What is causing the behavior? Are the child's needs being met? If so, is there a sin that needs to be addressed? Example: During story time, a child continues to talk even though you have directed him to sit quietly. Is it an issue of disobedience or has the story been extended beyond a practical amount of time?
- If the behavior persists, you may need to separate the child from the group or situation for a quick time-out. Time-outs should be one minute long for each year of the child's age (i.e., 4 minutes for a 4-year-old). A chair for a time-out should be placed in an unused area of the room, away from other children.
- If it is necessary to use a time-out or other discipline, it is very important to communicate the situation with the parents when they pick up their child.
- Bring them back to the gospel! Why are they doing what they are doing? We are all sinners in need of the saving grace of God! Take this opportunity to share with the child (at their level) the fact that they are sinners in need of that grace. Then pray with them for forgiveness and a changed heart.
- If a child's behavior does not change, have an adult find the parent. The parent should take the child from the room for appropriate discipline. It is the discretion of the teacher whether the child may return to the class.
- Remember to extend grace to the child. It can be easy to let previous behaviors affect the current situation. Aren't we glad God doesn't do that with us? This is a great opportunity to show by example the love and forgiveness of our Lord.